

## COUNTY COMMISSIONERS OF CAROLINE COUNTY

109 Market Street, Room 106, Denton, Maryland

### WORK SESSION

May 1, 2018

Present: President, Larry C. Porter; Vice President, Wilbur Levengood; Commissioner, Daniel J. Franklin; Heather Price, County Attorney; Ken Decker, County Administrator; Sara Visintainer, Chief of Staff; and Jennifer Farina, Administrative Coordinator

#### **Topic One: Introduction of New County Employees**

The Department of Public Works welcomed the following employees: Jennifer Clendaniel, Administrative Aide II; Kenneth Manship, Motor Equipment Operator I; and Rodney Ringgold, Motor Equipment Operator I. The Commissioners welcomed the new employees, and thanked them for joining the Caroline County Public Works team. The Department of Emergency Service introduced the following employees to the Commissioners: Alyssa Clayville, Elmo Peek, Sean Humphreys, and Brandon Bonner. Bryan Ebling also thanked Maycee Whetsell for completing her internship with the Department. The Commissioners welcomed all the new employees and stated that they were happy they chose to establish their career in Caroline County.

#### **Topic Two: Supplemental Budget Request—Caroline County Human Service Council**

Susan Runnel and Becky Loukides, Local Management Board, stated that local The Human Services Council is making a supplementary budget request to the County. Ms. Runnels stated that the proposal that was sent to the Commissioners will create a new mandated position through the Local Management Board (LMB) for a Local Care Team (LCT) Coordinator to provide administrative duties to the LCT and other duties as assigned by the Director of the Caroline Human Services Council (HSC) at 30 hrs. per week. The position of the LCT Coordinator will also be available through the HSC to provide evaluation for key grants that fund OST/afterschool programs in the county. In addition, the position will provide grant writing expertise for future opportunities to expand services for children, youth and families in Caroline County and support a collective effort to impact child-well-being in the County. Ms. Runnels explained that the Board of Education (BOE), in addition to providing the payroll services for the position, will cover a portion of the shortfall and they hope the County Commissioners will cover a portion. Based on a \$60,000 annual salary including benefits calculated at 30%, the cost of this position is roughly \$78,000.

Ms. Runnels explained that the Local Coordinating Team Coordinator would provide administrative coordination and support to the LCT to include: total of 30 hours/week funded through the Governor's Children's Cabinet/HSC at \$50,000 annually. An award to the HSC has been received to provide funding for the LCT Coordinator position through FY2019. The incumbent for this position has served as the lead on the OST/Afterschool programs at CCRP since 2007 and has secured between \$4 and \$5 million in grant funds to support afterschool programs. Prior to coming to Caroline County the employee worked in Talbot County at the Family Support Center where she also successfully wrote grants that secured program operations that are still in place to this day through Early Head Start funds. Ms. Runnels stated that funding was only being requested for one year and the next year it would be funded through grants.

Milton Nagel, Caroline County Public Schools, stated that this is an important position that will help the youth of Caroline County and he expressed full support of the project. The Commissioners stated that they would fund their half of the shortfall for this position due to the importance of it for the community. The Commissioners directed staff to have \$7,500 moved from contingency to the Caroline County Human Services Budget line before the budget is approved.

### **Topic Three: Local Critical Area Ordinance**

Katheleen Freeman, Director, Planning and Codes, stated that the County has the option to adopt a Local Critical Area Ordinance. She stated that adopting a local ordinance would not cancel out or change the fact that the County must comply with State Critical Area laws. Ms. Freeman added that the benefit to adopting the ordinance locally, is that it can be tailored to fit the needs of Caroline County specifically, though she has doubts about how much local flexibility the State will really allow. Mr. Decker stated that Dorchester County recently adopted a local ordinance, and the State is in the process of drafting a new model ordinance. He stated that he could follow up with them to understand the process if the Commissioners wish to move forward. The Commissioners stated that they would like to review the new State model as well the Dorchester ordinance before determining if they wish to move forward. Staff was directed to send them both documents for review.

### **Topic Four: Draft Amendment to the Caroline County Water and Sewerage Plan-Federalsburg Water Line Replacement Project and Water Service Area Map Update**

Leslie Grunden, Planning and Codes, stated that the Town of Federalsburg is making upgrades to their water lines, which necessitate the amendment of the County's Water and Sewerage Plan and maps. She stated that the update would include replacement of an existing water service line in the Town, and to update the Federalsburg water service area map to include properties currently being served but not included in the Town's existing service area map. Ms. Grunden explained that the Caroline County Planning Commission recommends that the Comprehensive Water and Sewer Plan (CWSP) Water Chapter tables and maps be amended to include the Town of Federalsburg water system line replacement project and updated service area information.

The Town is seeking funding from the State (MDE and CDBG) as well as federal funding to support the project cost which is \$400,000. At the January 10, 2018 Planning Commission meeting, the members voted unanimously to recommend and forward the proposed amendment to the County Commissioners for review and approval. Ms. Grunden stated that unless the Commissioners disagree, the Public Hearing will be held on May 22<sup>nd</sup>, at 6:00 PM in the Commissioners Hearing room. The Commissioners approved the hearing date.

### **Topic Five: Meeting House Bridge, Tuckahoe Road**

Charles Copper and Bryan North, Department of Public Works, updated the Commissioners on the County bridge. Mr. Copper stated that they will be working with the State Highway Administration to put a time frame on the bridge replacement, as well as the future of the road and if it needs to be permanently closed in the long run due to weather related damage. The Commissioners stated that they would like Public Works to draft a timeline so the public can be notified of any closures or road work in the upcoming months.

### **Topic Six: Commissioners Open Discussion Period**

Commissioner Franklin requested the May 15, 2018 Work Session Could be pushed back to 1:00 p.m. Staff stated they would notify all department heads of the time change.

Commissioner Franklin also stated that he was contacted by a County citizen with questions regarding their drainage ditch. He stated that he asked the citizen to follow up with a formal email with her concerns.

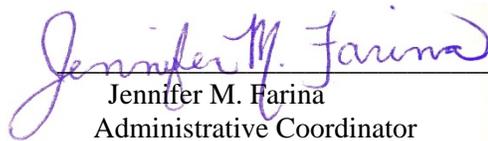
Commissioner Levengood stated that he would like to review modifying the health insurance for retirees to allow them to use their supplement to purchase COBRA coverage. Staff reported that such a review is in process and they expected to be able to bring the Commissioners a modification to the plan at the following meeting.

Ms. Visintainer stated that she and Mr. Decker met with the YMCA of the Chesapeake last week to discuss the future of an expanded YMCA in Caroline County. She stated that the Commissioners could donate a portion of the Double Hills property to the YMCA, without triggering any issues with the bond on the property. She stated that the donation could be given with a clause stating that construction would need to begin within the next five years to keep the project active and moving forward. Ms. Visintainer stated that she would need direction from the Board on if they would like to move forward with the property donation, and if so, the number of acres they are willing to donate. The YMCA has requested 20 acres. Commissioner Levensgood stated that he felt 15 acres would be enough. Commissioner Franklin and Porter stated that they were inclined to honor the request 20 acres. Staff was directed to work with the YMCA on the drafting of a donation agreement for further discussion.

**Closed Session:**

- Discussion of Legal Advice Regarding the Law of Preemption and Local Zoning Authority: Authority: 2014 Md. Code, State Government 3-305(b)(7)
- Convened in closed session at 11:20 a.m. on motion by Commissioner Franklin, seconded by Commissioner Levensgood, unanimous.
- Reconvened in open session at 11:53 a.m. on motion by Commissioner Franklin, seconded by Commissioner Levensgood, unanimous.
- President's Report: The Commissioners received legal advice from the County Attorney regarding the applicability of a local zoning laws with regard to the Certificate of Public Necessity process for a solar project. The Commissioners provided direction that the applicant must go through the full local process, including the special use exception process before the Board of Zoning Appeals, and that is consistent with the local ordinance they adopted and their legislative intent.

There being no further discussion the meeting ended at 11:55 a.m.

  
Jennifer M. Farina  
Administrative Coordinator